SOUTH WASHINGTON COUNTY SCHOOLS
SCHOOL BOARD
7362 East Point Douglas Rd S.
Cottage Grove, MN 55016

ADMINISTRATIVE REPORT

DATE:	December 14, 2021
TOPIC:	6.20 - Student Teacher Placement Agreement
PRESENTER:	Kevin Witherspoon, Ed.D, Director of Human Resources
REFERENCE TO POLICY/STATUTE:	School Board Policy 903.1 – Student Teacher, Field Experience, Practicum, and Internship Placements

PURPOSE OF REPORT

The School Board recognizes its responsibility to improve the quality of teacher training and the contributions students in educational programs can make to South Washington County Schools. The importance of the teacher training function to the future of education and the need to assure high quality performance in our schools requires student teachers, field experience students, practicum students, and interns to be placed with experienced teachers of demonstrated competence.

Luther College, Decorah IA is requesting an agreement to place Student Teachers with South Washington County Schools.

RECOMMENDATION

Administration recommends approval of this agreement.

Memorandum of Understanding
2021 – 2022
South Washington CSD (MN ISD 833)

This memorandum of understanding is made and entered into between Luther College, Education Department, 700 College Drive, Decorah, Iowa 52101 and South Washington CSD (MN ISD 833), 7362 East Point Douglas Rd S, Cottage Grove, MN 55016-3025.

PROVISIONS:

1. Luther College and South Washington CSD (MN ISD 833) agree to participate, if placements are available in the district, in a clinical field experience program, which includes, but is not limited to student teaching, student observations, and other field experiences.

2. Luther College will provide supervision, by one or more Luther faculty member(s) or a credentialed specialist in education, for students participating in clinical field experiences that are placed in South Washington CSD (MN ISD 833).

3. Student teachers and other field experience enrollees of the Luther College Education Department are to comply with all the contracted school district's rules, regulations, and policies. Termination or change in assignment will be the option of South Washington CSD (MN ISD 833), as well as the option of Luther College, should circumstances warrant such an action.

4. Cooperating teachers must have at least three years of teaching experience in the appropriate subject area. It may not be their first year in their current assignment/building.

5. Luther College's clinical field experience program requires all students to be screened for any history of criminal behavior. Students are required to follow the guidelines set by South Washington CSD (MN ISD 833) for this process. If the school does not have a system in place by which the student can complete this requirement, Luther College will process an extensive National background check for the student. The student will be required to pay the processing fee and submit the completed report to South Washington CSD (MN ISD 833). This background check will include:

- National Sex Offender Registry
- National Criminal Database
- Criminal Search – County
- ID Trace Pro

6. South Washington CSD (MN ISD 833) and Luther College agree to provide equal educational opportunities and equal access to facilities for all qualified persons. To not discriminate in employment, educational programs, and activities on the basis of age, color, creed, disability, gender identity, genetic information, national origin, race, religion, sex, sexual orientation, veteran status, or any other basis protected by federal or state law.

This commitment includes the provision of a campus environment that is free from discrimination and harassment. The college will not tolerate any form of illegal discrimination or harassment and will not condone any actions or words that constitute such.

7. Luther College pays cooperating teachers a stipend for each student placed in a clinical field experience. Payment is to be made at the end of each semester after the Luther College Education Department receives the completed Student Teacher Evaluation from the cooperating teacher. Payment for a student teacher who has withdrawn prior to the middle of the term shall be one-half of the normal reimbursement with payment to be made at the end of the period.

- January Term beginning practicum (EDUC 185 & EDUC 215) - $75
- January Term developing practicum (Methods) - $100
- Student teaching
    - 4 weeks - $100
    - 6-9 weeks - $175

Luther College will send the stipend payment to the cooperating teacher's home address unless the box below is checked.

☐ Please check here if South Washington CSD (MN ISD 833) **requires** cooperating teacher's stipend payments to be sent directly to the District instead of the cooperating teacher.

Printed Name: _____Title: _____
Representative, South Washington CSD (MN ISD 833)

Signature: _____Date: _____
Representative, South Washington CSD (MN ISD 833)

Signature: ____ Barbara Bohach _____ Date: ___12/13/2021_____
Department Chair, Luther College Education Department

Signature: ___Kevin Kraus _____ Date: ___12/13/2021_____
Academic Dean, Luther College